

**MINUTES OF THE REGULAR MEETING OF
THE NAVARRE-BETHLEHEM JOINT FIRE DISTRICT
HELD THURSDAY, SEPTEMBER 14, 2023 – 7:00pm**

The Navarre-Bethlehem Joint Fire District met in Regular Session on
Thursday, September 14, 2023 - 7:00p.m.
Trustee Benson, Trustee Bixler, Trustee Dearing, Trustee Miknis and Trustee Snyder present
Absent: None

Also in Attendance:
Fire Chief - Richard Annen, Captain – Brad Bailey, Captain - Mikey Turner, FF/EMT Pete Parsons,
Attorney Terry Seeberger
and Fiscal Officer - Chauntelle Skirtich,

Trustee Snyder called the meeting to order at 7:00 p.m.

REGULAR MEETING MINUTES

Mr. Benson made a motion to approve the Minutes of the Regular Meeting on August 3, 2023, seconded by Mr. Miknis. Voting YES – Mr. Benson, Mr. Bixler, Mr. Dearing, Mr. Miknis and Mr. Snyder

PUBLIC SPEAKS:

No public speakers at this time.

TRUSTEES:

FIRE CHIEF:

Mr. Benson made a motion to approve removing R. Wolf, L. Matthews and D. Hershberger for lack of response. Motion seconded by Mr. Miknis. Voting YES – Mr. Benson, Mr. Bixler, Mr. Dearing, Mr. Miknis and Mr. Snyder

Mr. Benson made a motion to approve adding Jordan Higgins – FF2/EMT as a member'. Motion seconded by Mr. Dearing. Voting YES – Mr. Benson, Mr. Bixler, Mr. Dearing, Mr. Miknis and Mr. Snyder

Mr. Benson made a motion to approve the purchase of an enclosed trailer from Majestic Trailer at a cost not to exceed \$5,300.00 opening a purchase order to Majestic Trailer in the amount of \$5,300.00. Motion seconded by Mr. Dearing. Voting YES – Mr. Benson, Mr. Bixler, Mr. Dearing, Mr. Miknis and Mr. Snyder

Mr. Dearing made a motion to approve the Pager Policy and Call-Back Change dated September 14, 2023 as presented by Chief Annen. Motion seconded by Mr. Miknis.

Roll Call Vote:

Mr. Benson	YES
Mr. Bixler	YES
Mr. Dearing	YES
Mr. Miknis	YES
Mr. Snyder	YES

Discussion RE:

- 97 calls with 56 transports in August 2023 – 5 EMS mutual aids and 1 fire mutual aid
- Radios are back in the station
- Update on Grants – Gear and Pay
- Explorer Program – Brad Bailey and Ryan Shanower are working in this program – to start November 6th – ages 15-19 – need a minimum of 5 participants to run the program
- Equipment
- Association Open Houses – September 9th – Kids Fest – Fire Prevention Week
- Future pay scales - levy

FISCAL OFFICER:

Mr. Dearing made a motion to approve bills paid as presented, total of \$41,852.07. Motion seconded by Mr. Miknis. Voting YES – Mr. Benson, Mr. Bixler, Mr. Dearing, Mr. Miknis and Mr. Snyder

Mr. Benson made a motion to approve payroll expenses of \$44,987.28. Motion seconded by Mr. Bixler. Voting YES – Mr. Benson, Mr. Bixler, Mr. Dearing, Mr. Miknis and Mr. Snyder

Mr. Miknis made a motion to approve and sign the August 2023 Bank Reconciliation. Motion seconded by Mr. Dearing. Voting YES – Mr. Benson, Mr. Bixler, Mr. Dearing, Mr. Miknis and Mr. Snyder

Mr. Benson made a motion to Ohio Ambulance Transportation Grant in the amount of \$20,000.00 and distribute salaries per Chief's chart. Motion seconded by Mr. Dearing.

Roll Call Vote:

Mr. Benson	YES
Mr. Bixler	YES
Mr. Dearing	YES
Mr. Miknis	YES
Mr. Snyder	YES

Mr. Bixler made a motion to approve Amended Certificate for Ohio Ambulance Transportation Grant. Motion seconded by Mr. Benson.

Roll Call Vote:

Mr. Benson	YES
Mr. Bixler	YES
Mr. Dearing	YES
Mr. Miknis	YES
Mr. Snyder	YES

Mr. Benson made a motion to approve closing the following BCs and POs:

BCs

- BC – 3 – Other – Supplies and Materials – General Fund
- BC – 7 – Small Tools and Minor Equipment – General Fund
- BC – 17 – Other Expenses – General Fund
- BC – 18 – Repairs and Maintenance – General Fund

POs

- PO – 1 – L.O.G.I.C – Red Center
- PO – 5 – Suplerfleet Mastercard
- PO – 11 – Don Smith Auto Parts - Navarre
- PO – 15 – Ohio Edison
- PO – 31 – Stryker Sales
- PO – 33 – Staley Technologies

Motion seconded by Mr. Bixler. Voting YES – Mr. Benson, Mr. Bixler, Mr. Dearing, Mr. Miknis and Mr. Snyder

Mr. Miknis made a motion to approve opening the following BCs and POs:

BCs

- \$10,000.00 – Other Expenses – General Fund
- \$ 5,000.00 – Other – Supplies and Materials – General Fund
- \$ 5,000.00 – Repairs and Maintenance – General Fund
- \$ 1,500.00 – Small Tools and Minor Equipment – General Fund

POs

- \$15,759.00 – L.O.G.I.C – Red Center – General and EMS Funds
- \$ 6,000.00 – Suplerfleet Mastercard – General and EMS Funds
- \$ 6,000.00 – Whitaker Myers – General and EMS Funds
- \$ 1,000.00 – Heartland– General and EMS Funds
- \$ 1,500.00 – Ohio Edison – General Fund

Motion seconded by Mr. Dearing. Voting YES – Mr. Benson, Mr. Bixler, Mr. Dearing, Mr. Miknis and Mr. Snyder

Discussion RE:

- Update on Receipts
- Financial Reports available for review –provided in digital format to Board

PUBLIC SPEAKS:


FF/EMT – Pete Parsons – Thanking Board for all that they do

FYI:

- Next Meeting October 12, 2023 7:00pm

ADJOURN:

No further business coming before the Board, Mr. Benson made a motion to adjourn at 8:04 p.m., seconded by Mr. Bixler. Voting YES – Mr. Benson, Mr. Bixler, Mr. Dearing, Mr. Miknis and Mr. Snyder




Chauntelle Skirtich, Fiscal Officer

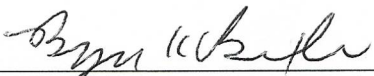


Charles Snyder, Chairman


Mark Dearing, Vice Chairman



Robert Benson, Trustee



Bryan Bixler, Trustee



Bill Miknis, Trustee